

PAC Meeting Minutes - Sept 12th, 2022

Executive Board 2022/23:

- Chair - Jillian Eaton & Brenda Van Hemmen
- Vice Chair - Kerry Seton-Rogers
- Treasurer - Ted Baggott
- Secretary - Kelly Contreras
- DPAC Representative - Lydia Mynott
- Hot Lunch Lead - Alisa Nelson
- Communication Lead - Monika Ritchie
- Member at Large - Jenny Smith

In attendance:

Aleta Chivas
Alisa Nelson
Anita Bruce
Brittany Hull
Carlea Wolf
Iris Butcher

Jay Blackett
Jen Kasuya
Jillian Eaton
Kelly Contreras
Kerry Seton-Rogers
Lisa Glover

Lydia Mynott
Monika Ritchie
Sarah Hagerman
Sheila Rawnsley
Ted Baggott
Vijay Ashree

Meeting called to order: 6:38pm

- Brenda conducted a land acknowledgment to begin the meeting.

Executive Reports:

Principal Update (Sheila Rawnsley)

- **Welcome and introduction**
 - Great start to school year
 - Goal to get students out and more comfortable in the community e.g., trips to Rocky Point, etc...
- **Staffing Update**
 - **Some teachers have been here for many years & some new teachers:**
Miles Egelstad (gr 4/5); Tara Elie (gr 4/5); Breanne Bolzan (gr 4/5); Lisa White (gr 3); Kim Duprey (gr 2/3); Jennifer Cooney (gr 2/3); Carli Dunbar (gr 2/3); Catherine Feng (gr ½); Joscelyn Jones (gr ½); Melissa Guest (Gr K/1); Laura Bordignon (K); Lynn Moyer (K); Maureen Armstrong (half time counsellor; other half at Moody Middle); Cindy Huang (EAL); Jessica Pauli (Teacher Librarian; EAL/Student Services); Leah Clark (Music; Student Services); Erin Regan (Skills); Natalie Williams (Skills/Student Services)
 - What traditions do we love and want to hold onto
 - What traditions is it time to move on from; create new ones
 - 6 EA's currently (Ann Coss, Lee Glass, Serena Poletto, Dana Wiegner, Nicola Last, Beste Hekimoglu), may get more
 - Thursday's - Indigenous Youth Worker (Arielle Sanderson); every morning Youth Worker (Kim Ross); SLP (Anita Jaswal)
 - Secretary: Sherry Beddow Caretakers: Lisa McCallum & Nathan Arumugam
 - Class max sizes = 28 / 22 / 20
- School is full – current enrollment is 260

- New school capacity once built will be 320
 - **Principal communication**
 - Weekly e-mails will be sent Fridays, for the following week
 - If children are late, bring them through the front and check in with Ms Beddow
 - There is an absence report on the website – submit this as the first line of communication when a child is running late
 - **Absent report link:**
[https://www.sd43.bc.ca/school/moodyelementary/Lists/FeaturedLinks/DispForm.aspx?ID=2&ContentTypeId=0x01005E8E4E1E52E78A4ABA1EE5A4C4EF6B3B#/=](https://www.sd43.bc.ca/school/moodyelementary/Lists/FeaturedLinks/DispForm.aspx?ID=2&ContentTypeId=0x01005E8E4E1E52E78A4ABA1EE5A4C4EF6B3B#/)
 - Teacher should be first line of communication for each class / family
 - **Early dismissal Oct 19 / 20**
 - Informal reporting period in Oct for every student
 - Interim report from teacher sent home OR Intake conferences
 - If you would like to request a conference, make an appointment with the teacher
 - Teachers will communicate this with each family
 - families are welcome to reach out at any time and request a meeting
 - **One time funding from government to help sustain day-to-day (due to rising costs)**
 - Needs to be spent before end of 2022 / 2023 school year (June 2023)
 - Exact amount TBD
 - Funds will support families as needed e.g., school supplies / planners
 - bring in lunches for children as needed
 - breakfast program is coming back (end of Sept TBD)
 - parents are encouraged to attend breakfast program with their younger children
- Goal is for PAC events and field trips to be inclusive of everyone
 Subsidize field trips to ensure all kids can participate

Upcoming Activities / Important Dates

- **Friday Sept 16th 1:30pm Terry Fox assembly**
 - Student led assembly
 - After the assembly – there will be a run – everyone is welcome
- **Monday September 19th - school closed to commemorate Queen Elizabeth**
- **Thursday Sept 22nd Open House / community BBQ**
 - 4:30pm – 5:30pm – see the school, classrooms, etc...
 - 5:30pm – 7:00pm BBQ – meet the staff members, stay for dinner
- **Friday Sept 23rd – school closed Professional Day**
 - Teachers are working on professional learning / conferences / workshops
 - Focus on indigenous and outdoor education
- **Thursday Sept 29th Orange Shirt Day Assembly**
 - Everyone is encouraged to wear orange this day
 - Learnings are kept age appropriate at the level they are at
- **Friday Sept 30th – school closed stat holiday for Truth and Reconciliation Day**

Chair Update (Jillian Eaton / Brenda Van Hemmen)

- **Track Meet - do we want to do one this year?**
 - Can be teacher led (extracurricular)
 - Or can be parent led – if they have a teacher or principal sponsor
 - In past has been run during school hours so everyone can participate

- Sheila to ask teachers who were past track meet sponsors and if there is interest to start again
- **Saleema Noon Body Science**
 - Mandated curriculum
 - Discussion around moving it to every other year vs. annually
 - PAC to take feedback away and provide update on next meeting for approval on spend
 - Would like to understand why PAC covers the cost of this budget item, Lydia to take to D-PAC to see if this is something the district can start to cover
- **Student Basic Need Fund**
 - Possible option to use the government grant to cover part of the student basic need fund
- **Election of Vacant Positions**
 - Nominated Vice Chair – Kerri Seton-Rogers
 - Nominated Communications – Monika Ritchie
 - All in favour - approved
- **Help needed and Volunteers for welcome back BBQ on Sept 22nd**
 - Lisa, Anita, Alisa
 - Positions needed
 - Cooking, Shopping, Money takers, Setup / teardown
- **Fall Agenda**
 - Review further at next meeting
- **Spirit wear fundraiser**
 - School t-shirts etc.
 - Website will be shared soon.
- **Discussion around moving AGM back to May.**
 - To allow for handover of executive changeover throughout the month of June before Summer break.
- **PAC bylaws are reviewed and updated every 2 years.**
- **Communications / Events**
 - Have option / pop-up similar to hot lunch program where parents can donate an extra activity participation spot

Treasurer Update (Ted Baggott)

- **Budget review**
 - Similar budget as previous years, a few new items
 - Starting with \$4,500 funds available
 - Goal is to balance the budget and end the year with a balance of \$4,500
 - 2021/2022 – raised approximately \$11k
 - **Active fundraisers**
 - Community school events, require involvement
 - Require more leg work / volunteers
 - Example = movie nights
 - **Passive fundraisers**
 - Relationships with local businesses, we get return from them
 - Automatic fundraisers once they're setup
 - Sheila sets direction on where and how PAC funds are spent
- **Field trips**

- Goal to get back into in-person field trips
 - Majority to take place in the spring, but planned by end of February
 - Goal to do a field trip for the entire school, TBD depending on costs
 - Possibly plan 1 school trip then smaller ones in addition (each teacher decides if they are going to plan field-trips), school provides funds and resources
 - Each class is budgeted \$550 per class for field trips, per year
- Grant for busses for regional park field trip – to be explored further
- Gaming Grant has been submitted and should be approved
 - We should receive the funds by mid-October
- **Question**
 - How does the PAC plan to balance the budget, if all revenue doesn't come through?
- **Answer**
 - PAC will reduce costs as needed if all revenue items do not come through
 - Budget is flexible and used as a guide – as programs change / as potential changes with COVID – PAC will adjust costs and activities as required
- **7:59pm motion to approve budget**
 - Motion forward – Ted Baggott
 - Seconded – Lydia Mynott
 - All in favour – passed 8:00pm

OTHER ITEMS / QA

- **Tennis activity**
 - Question from the floor: Look at alternative activities – soccer / lacrosse / music / arts /
 - Tie in community event / activity that parents can attend and see the skills their children have develop
- Jen and Lisa volunteered to plan the Pub Night. No date set, however tentatively planning for November. They will need donations for the silent auction and have requested if anyone has connections that they put out an ask.
- **ACTION ITEMS**
 - Prioritize budget items and share back with community
 - Update bylaws and constitution – to be updated every 2 years (June 2023)
 - Amendment of AGM date
 - Take to next meeting to be decided on
 - Share events / fundraising calendar with broader community once finalized

Vice Chair Update (Kerry Seton-Rogers)

- No update as this was the first meeting of the year

DPAC Update (Lydia Mynott)

- No update as this was the first meeting of the year

Meeting Adjourned - 8:36pm

Next meeting is scheduled for October 3 @ 6:30pm in the Port Moody Elementary Library.